

EXAMINATION REQUIREMENTS

RE 423 (Rev. 7/03)

P.O. Box 187001
Sacramento, CA 95818-7001**SALESPERSON APPLICANTS*****Real estate principles***

To qualify to take an examination for a real estate salesperson license, an applicant must submit evidence (transcript) of having completed a college-level course in **Real Estate Principles**. (Refer to information under *Standards for Acceptable College-Level Courses*.)

Two additional courses

In addition to **Real Estate Principles**, the applicant must (*either when qualifying for the examination, when applying for the original license, or within eighteen months after license issuance*) submit evidence of having completed an additional college-level course in **Real Estate Practice** and one additional course from the following:

- Accounting
- Business Law
- Escrows
- Legal Aspects of Real Estate
- Mortgage Loan Brokering and Lending
- Property Management
- Real Estate Appraisal
- Real Estate Economics
- Real Estate Finance
- Real Estate Office Administration
- Computer Applications in Real Estate

Conditional suspension

Salespersons who qualify to take the examination by completing only the **Real Estate Principles** course, and do not submit acceptable evidence of having completed the two additional college-level courses within 18 months of the conditional license effective date, will be automatically conditionally suspended at the end of the 18-month conditional license period. The conditional suspension will not be lifted until the licensee has submitted this evidence and the Commissioner has given written notice to the licensee of the lifting of the conditional suspension (i.e., a new license has been generated for the remainder of the license period).

Note: If a license is conditionally suspended and the conditional license requirements are not submitted by the four year expiration date, the licensee loses the right to renew the license and may only regain the right to a license through re-examination.

Standards for acceptable college-level courses

Each college-level course required to qualify for a real estate license examination must:

1. Be either a three-semester unit or four-quarter unit course.
2. Have been taken at either:
 - An institution of higher learning accredited by the Western Association of Schools and Colleges or by a comparable regional accrediting agency recognized by the United States Department of Health, Education and Welfare, Office of Education, OR
 - A private real estate school which has had its courses approved by the California Real Estate Commissioner as “statutory courses.”

Note: Do not confuse college-level semester or quarter-unit statutory courses with continuing education courses. Continuing education courses are courses that must be submitted to renew a license, and are only acceptable if they were approved by the Department of Real Estate (DRE).

Courses taken through a foreign institution of higher learning must be evaluated by a foreign credentials evaluation service approved by the DRE.

Refer to the *Instructions to License Applicants* booklet for additional information on acceptable courses.

For additional information:

Please write to the address above or call (916) 227-0900 for further information on salesperson examination requirements.

Note: The DRE Web site **www.dre.ca.gov** also contains useful information.

Broker Information on reverse side.

BROKER APPLICANTS

Course requirements for broker examination

An applicant for the broker examination must have completed *eight* college-level courses, in addition to the experience/educational requirements. These eight courses *must* include the following:

- a. Real Estate Practice
- b. Legal Aspects of Real Estate
- c. Real Estate Finance
- d. Real Estate Appraisal
- e. Real Estate Economics or Accounting
- f. And three* courses from the following group:
 - Real Estate Principles
 - Business Law
 - Property Management
 - Real Estate Office Administration
 - Escrows
 - Advanced Legal Aspects of Real Estate
 - Advanced Real Estate Finance
 - Advanced Real Estate Appraisal
 - Mortgage Loan Brokering and Lending
 - Computer Applications in Real Estate

* *If applicant completes both Accounting and Real Estate Economics, only two courses from group "f" are required.*

Experience

A broker applicant must have two years of full-time experience as a licensed real estate salesperson within a five year period immediately preceding the application date. This requirement may also be satisfied if the applicant submits evidence of graduation from an accredited four-year college or university, or of equivalent experience or education. For further information, including examples of acceptable types of equivalent experience and the forms that will be required, refer to the *Instructions to License Applicants* booklet.

Standards for acceptable college-level courses

Each college-level course required to qualify for a real estate license examination must:

1. Be either a three-semester unit or four-quarter unit course.
2. Have been taken at either:
 - An institution of higher learning accredited by the Western Association of Schools and Colleges or by a comparable regional accrediting agency recognized by the United States Department of Health, Education and Welfare, Office of Education, OR
 - A private real estate school which has had its courses approved by the California Real Estate Commissioner as "statutory courses."

Note: Do not confuse college-level semester or quarter-unit statutory courses with continuing education courses. Continuing education courses are courses that must be submitted to renew a license, and are only acceptable if they were approved by the Department of Real Estate (DRE).

Courses taken through a foreign institution of higher learning must be evaluated by a foreign credentials evaluation service approved by the DRE.

Refer to the *Instructions to License Applicants* booklet for additional information on acceptable courses.

For additional information:

Please write to the address on the front or call (916) 227-0899 for further information on broker examination requirements.

Note: The DRE Web site **www.dre.ca.gov** also contains useful information.